

May 14, 2020



Dear Little iLEADers & iCREATE Families,

After much deliberation, research, and evaluation of the needs of our families and facilitators, we have decided to reopen Little iLEADers and iCREATE on Tuesday, May 26. Please know that we did not arrive at this decision lightly. Following are issues we have taken into careful consideration:

- The safety of children, families and facilitators.
- The updated COVID-19 regulations from Community Care licensing, CDC and the Department of Public Health.
- The needs of working families.
- The fiscal impact of reduced enrollment and capacity.

What does this mean for you? Please read the following criteria closely:

- We will start enrolling children into Brightwheel with active schedules according to the information you submitted on the most recent survey using the Google Form.
- You will receive a new emergency card via email. Please update it with multiple people who are approved to pick up in case of emergency or sudden illness. You may either email it back to Candice or bring it to the center on the first day of attendance.
- We will build a wait list for those who would like to start at a later date. Please remember, although we will do our absolute best to accommodate everyone, it is not feasible to save spots for an indefinite period, and our space is more limited at this time due to capacity constraints.
- Very soon (estimated for mid-June), you will begin to receive information regarding Fall Registration. This is time-sensitive, as we usually gather this data in the spring to prepare for the coming school year.
- Brightwheel has updated the system to allow for touchless check-in. Please make sure that if your child is returning, you and every other person authorized for pickup has the Brightwheel app downloaded to make check-in/out as seamless as possible.
- Please be prepared and prepare your children for new drop-off procedures. All children and staff will complete a health screening before entry. Then children will be dropped off at the front lobby and a Little iLEADers staff member will take them to class.
- Meals: SCVi is offering free breakfast and lunch to all children 18 years of age and younger, so we will order from them each day. If you choose to bring your own meals, please be sure to send enough snacks and lunch in self-serving containers that do not require heating (with the exception of infants' meals).

- For iCREATE learners, technology will be a necessity if they are participating in online learning. Please provide your learner whatever technology or other materials they will need.
- If your child displays any symptoms of COVID-19 or any other illness, please keep them home. Children with a fever of 100.4° F in the past 24 hours and/or any sign of respiratory illness will not be received for the day and will need to be reevaluated before returning.
- Children three years and up have the option to wear a mask if they can safely do so.
- Children eight years and up are required to wear a mask. However, if they are unable to use the mask without touching their face or have difficulty breathing while wearing the mask, it has been suggested by the Department of Public Health that they not wear one.
- iCREATE field trips will be cancelled for the Summer Camp Program.

We are grateful for the support of our executive team to navigate this new way of operating to ensure the safety of our children and facilitators, as well as the fiscal stability of the program. We will closely monitor the situation and all guidance from responsible authorities, and we will take appropriate actions as needed and immediately inform you of any changes.

We are excited to welcome you back and can't wait to see all our learners! Thank you for your patience and flexibility as we embark on this uncharted journey.

Please feel free to reach out to us with any questions.

**With gratitude,**

**Wendy, Candice & Anthony**